

DEPARTMENT OF AGING

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PROGRAM MEMO

TO: AREA AGENCIES ON AGING (AAA)	NO.: PM 01-20 (P)
SUBJECT: Fiscal Year (FY) 2001-02 Community-Based Services (CBS) Revised Planning Estimates	DATE ISSUED: December 27, 2001
	EXPIRES: Until Superseded
REFERENCES: Older Californians Act (OCA), Older Americans Act (OAA) Amendments of 2000, Welfare and Institutions Code 9100 et. seq., PM 01-05 (P), PM 01-14 (P)	SUPERSEDES:
PROGRAMS AFFECTED:	
<input type="checkbox"/> All <input type="checkbox"/> Title III-B <input type="checkbox"/> Title III-C1/C2 <input type="checkbox"/> Title III-D <input type="checkbox"/> Title III-F <input type="checkbox"/> Title V <input checked="" type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input type="checkbox"/> Title VII <input type="checkbox"/> ADHC <input type="checkbox"/> Other: _____	
REASON FOR PROGRAM MEMO: <input type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input checked="" type="checkbox"/> Other Specify: <u>Transmit Amended CBS Program Planning Estimates</u>	
INQUIRIES SHOULD BE DIRECTED TO: Your AAA-Based Team	

Attached are your amended CBS Program Planning Estimates (PE) for FY 2001-02. This PE includes the following adjustments:

- Health Insurance Counseling (HICAP) One-Time-Only (OTO) funds carried over from FY 2000-01 closeout statements.
- HICAP Supplemental Medicare + Choice (M+C) statewide baseline increase of \$29,609.
- Unallocated General Fund Reductions in accordance with PM 01-14.
- Linkages Program Reduction in accordance with PM 01-05 and 01-14.

HICAP Supplemental M+C

The Department recently received the M+C federal grant support from the Center for Medicare and Medicaid Services (CMS) for the period of September 28, 2001 through September 27, 2002. The CMS Terms and Conditions for receiving this grant require the Department to assure California will use its M+C grant support to enhance the HICAP's capacity to link beneficiaries to current Medicare



information in the following three priority categories: 1) California will improve the technological capacity of local HICAP sites to access Medicare information electronically; 2) California will develop and strengthen its relationships with libraries and senior centers to leverage the educational resources of these partners to promote beneficiary access to Medicare information and HICAP services; and 3) California will fortify the HICAPs local capacity to respond to beneficiary inquiries regarding the termination or non-renewal of managed care plans. AAAs are to collaborate with their HICAPs to determine priority needs in these three areas.

The M+C funding for the current year includes a baseline increase of \$29,609. These funds have been allocated by increasing the federal M+C baseline funds and reallocating State funds in accordance with the HICAP formula identified in the 2000-01 Budget Act.

Unallocated General Fund Reduction

As stated in PM 01-14 (P), CBS program and administration reductions for the \$1 million unallocated reduction process have resulted in a new allocation for each CBS program. These new allocations are reflected on the attached amended PE. **All reductions are permanent** and will remain in effect until June 30, 2004, for the Linkages program and June 30, 2003, for all other CBS programs.

Performance Estimates

Some AAAs, as a result of the unallocated reduction process, did not report a service-level reduction on their Performance Estimates that correspond with their fiscal reductions. AAAs have the option to submit with this budget revision, a brief narrative by program on how service levels were maintained at the original contracted level for the current fiscal year, if those service levels will continue in FY 2002-03, and/or if service-level reductions will be reflected in FY 2002-03.

For some AAAs, the unallocated General Fund reductions have resulted in a reduction in Performance Estimates. The following guidance for the Linkages and the Respite Purchase of Services (RPOS) programs is provided to assist AAAs in completing the Performance Estimates page of the CBS program budget correctly.

- **Linkages Performance Estimates**

The Linkages programs must project that at least **125 unduplicated clients** will be served annually and that the **minimum average number of clients** served must be **100**. The acceptable variance of 20 percent is based on a minimum client caseload of 100. Therefore, the Performance Estimates page must reflect 100 clients. The only allowed exceptions are for PSA 2, 4, 5, 7, 9, 11, 13, 15, 18, 21, 24, and 25 that indicated there would be Linkages program reductions due to the unallocated General Fund reductions.

- **RPOS Performance Estimates**

To compute the minimum number of unduplicated families served for RPOS, divide the total RPOS allocation by the \$450 maximum amount per family. To determine the estimated minimum number of respite hours, divide the total allocation by a maximum of \$18/hour. If the cost for respite in your PSA is less than \$18/hour, use the actual cost to determine the total respite hours available.

Net Change Column

The net change column on the amended PE reflects the HICAP OTO funds, the increase in HICAP Supplemental M+C funds, the unallocated General Fund reductions, and the Linkages program reduction. Program redirections and transfers between administration and program approved through the original budget review process are reflected in the Baseline and Expansion columns.

Budget Revisions

A revised Community-Based Services Program Budget (CDA 263) which incorporates the attached CBSP Planning Estimate is due to your AAA-Based Team **no later than 30 days from the date of this PM, or as soon as possible.**

Original signed by Lynda Terry

Lynda Terry
Director

Attachments